# City of Seattle

Department of Parks and Recreation

*Planning & Development Division*

Final Design Program for

# JEFFERSON COMMUNITY CENTER EXPANSION

Project # **WC 3483**

Located at
3801 Beacon Avenue South
Seattle Washington

2002-2003 Capital Improvement Program

Funded by:
City of Seattle 1999 Community Center Levy Program

March 26, 2002

## I. INTRODUCTION

**A. INTENT -** This project will add a new gym and associated improvements at the Jefferson Park Community Center.

**B. DESIGN PROGRAM REVIEW -** The City of Seattle has certified this project as a Capital Improvement Program (CIP) need with the purpose of satisfactory completion of the work described below, within the budget and schedule. Described below are the scope, schedule and budget along with associated considerations and review requirements. These statements shape the design and construction, providing specific direction to the designer and to those staff involved directly in the design and construction management. The Design Program also defines the project for Department staff who must program and maintain the facility, as well as for the affected public. In effect, the Design Program serves as the narrative project guide for the Department Design Team [planner, project manager, designer, Parks Engineering & Design staff, FMSD Shops, and recreation and park resources maintenance staffs]. Once the South Core Project Review Team, approves the Design Program, any changes must be approved in writing by Project Steering Committee

**C. BACKGROUND**

**1. Location:** Jefferson Community Center is located in Jefferson Park, which is in southeast Seattle and the North Beacon Hill Neighborhood. The address used for the Jefferson Community Center is 3801 Beacon Avenue South.

**2. Site** - Jefferson Park is bounded by South Spokane Street on the north, 15th Avenue and 16th Avenue South on the west, 24th Avenue South on the east and Mercer School/VA Medical Center (VMC) South on the south. Beacon Avenue South bisects the park along a north-south axis. The Beacon Hill Residential Urban Village is located immediately north and residential housing is located nearby on all sides of the park.

**3. Setting** - Several facilities are adjacent to the community center. First, on the south side is the golf driving range, operated by Municipal Golf of Seattle (MGS), doing business as *Seattle Golf*. Second, the Jefferson Park tennis courts are located on the north side of the community center. Third, a small five-car parking lot and basketball court, 38' x 62', are located on the west side. And finally, Beacon Avenue South is located on the east side.

**4. History -** One of the first recorded uses of the site was as a 235-acre State School land parcel. In 1898 the City acquired the property for a reservoir and cemetery. The area east of Beacon Avenue, not needed for reservoir development, was transferred to Parks in 1909 and named "Jefferson Park" after President Thomas Jefferson. Seattle Water Department completed the Cedar River Watershed line and two water reservoirs in 1911, and the unused area west of Beacon was transferred to Parks. In 1912 the Olmsted Brothers developed a plan for adding the park, Jefferson Park, Beacon Ave S and Cheasty Boulevard at the southeast corner of the site, to their historic parks and boulevard system. A golf course, east of Beacon Avenue South, was also designed that year and opened in 1915. See Attachment A: Olmsted Plan (*Jefferson Park Preliminary Plan*).

Despite the comprehensive park plan developed by the Olmsteds for the City, many of the park uses were divided among other needs and only a portion of the 1912 Plan was implemented. Had this plan been developed, the blend of improvements would have served equally well as both a prominent regional and an inviting neighborhood park.

Over the years since 1912, the park developed in an uncoordinated fashion, with little relationship between various facilities, to the Olmsted Plan or its concepts of combining neighborhood and regional recreation, and preserving panoramic views. Shortly after World War II about 45 acres located in the south portion of the park was turned over to the Federal Government and Seattle School District for construction of the VA Hospital and the Mercer Middle School. The combined park and reservoir site now totals about 178 acres (125 under Seattle Golf management, 39 under SPU, and 14 under Park's management).

One strip of land not needed by the Water Department was a narrow corridor of open space from Spokane Street to S Dakota Street, along Beacon Avenue South. In a long-term Use Agreement Water Department permits Parks to use this strip. A play area, tennis courts, a

small basketball court, the community center, golf driving range and the lawn bowling facility are all located on this property.

The Jefferson Community Center was developed in three phases beginning in 1929 with a shelter house. A multipurpose room was added in 1949 and a major expansion and rehabilitation was completed in 1972, bringing the total building area up to 7,273 square feet. Despite successive upgrades, Jefferson Community Center is still small compared to the other centers, not only because it lacked a gym, but also it has smaller foyer and activity rooms. Nevertheless, this 1972 Forward Thrust-era community center has served the South Beacon Hill neighborhood for 30 years with a wide array of programs for all ages, and recreational levels. The staff's multi-lingual capability offers caring service to elder residents who speak only Chinese, Korean, Portuguese or Tagalog. Like most community centers, Jefferson CC has also evolved into a pre-school and afternoon center for nearby Beacon Hill and Kimball Elementary School. This allows parents the opportunity to work, knowing their children are in a safe, stimulating and caring social environment during crucial periods of young lives.

A small basketball court, 38' wide by 62' long is located immediately west of the community center. A narrow twelve and one half foot-wide driveway separates the center from two lighted tennis courts located side by side at the north end. The existing small children's play area is located on the north side of the tennis courts. The south side of the community center, where the entrance is located, includes modest-sized turf area approximately 50 feet wide by 200 feet long. This area was expanded to its current size with the removal of a ten foot tall chain link fence. The driving range still has their high protective fence to protect community patrons from the nearby Seattle Golf driving range.
The community center features include a pottery studio, printmaking studio, lapidary room (gem and mineral cutting and polishing) and game room. The multipurpose room serves for classes and rentals. The METRO Transit bus #36 stops in front of the community center along Beacon Avenue S.

**5. Problems** - The existing recreational opportunities are deficient at the small community center. Rooms are too small and storage is lacking. The most glaring drawback is the lack of a gym for basketball, volleyball, fitness classes and larger celebrations or meetings. By agreement with the School District, the Department currently uses the Asa Mercer Middle School gym, located one-half of a mile to the southwest. Use hours are of course restricted to times following normal school hours.

**D. JEFFERSON PARK PLANNING -** Planning efforts started in 1991 when the North Beacon Hill Community Council began development of a neighborhood plan that was completed in 1994. One of the neighborhood's highest priorities in this "North Beacon Hill Action Plan" was creation of a site plan for Jefferson Park. [1] Under the sponsorship of Citywide Neighborhood Planning, a second more detailed neighborhood plan was developed

[1] *North Beacon Hill Action Plan Phase I - Passport to a Better Beacon Hill,* North Beacon Hill Council

between 1997 and 1999 included concept plan alternatives for redevelopment of Jefferson Park.[2] Under the sponsorship of Citywide Neighborhood Planning, a second more detailed neighborhood plan was developed between 1997 and 1999 included concept plan alternatives for redevelopment of Jefferson Park.[3] *In 1999 the* City recognized the Jefferson Park Plan as part of the North Beacon Hill Neighborhood Plan through Resolution 29995 (11/1/99).[4] Later the City voted for the 1999 Community Center Levy (CCLP) and the 2000 Pro Parks Levy, which included a number of improvements for Jefferson Park. A third level of neighborhood planning was then directed specifically at the Park and a Preferred Plan was approved by the North Beacon Hill neighborhood in early 2002. The SEPA Environmental Impact Statement (EIS) review is currently underway. In 1999 the City recognized the North Beacon Hill Neighborhood Plan through Resolution 29995 (11/1/99), and with it the Jefferson Park Plan.[5] Among the desired park improvements identified in the Plan was an expanded community center, including a new gym, a new community center and then a second gym. However, only the first new gym has been funded in the levy fund. See Attachment B: *Preferred Plan*.

**E. FUNDING FOR JEFFERSON PARK IMPROVEMENTS -** Improvements totaling $11.2 million have been approved in the recent levies and City budgets for Jefferson Park. See Figure 1.

**Figure 1 - CAPITAL IMPROVEMENT PROJECTS AT JEFFERSON PARK**

| Fund | Project | Proj Num | $ Total Cost | Completion |
|---|---|---|---|---|
| PPLF | Beacon Reservoir Park Acquisition/Development | WC3131 | 7,100,000 | Dec-06 |
| PPLF | Jefferson Park Pathway Development | WC3093 | 516,000 | Aug-02 |
| CRF | Jefferson Park - Lot & Roadway Repaving | WC594 | 60,000 | Dec-02 |
| CRF | Jefferson Park - Spokane Street/24th Ave Fence & Path | WC705 | 176,000 | Nov-02 |
| CRF/ARF | Jefferson Park - East West & Path | WC598/KN011 | 79,000 | Sep-02 |
| PPLF/CRF | Jefferson Park Play Area Renovation | WC3094/WC569 | 391,000 | Dec-04? |
| CRF | Jefferson Park Tennis Court Renovation | WC570 | 499,000 | Dec-02 |
| CCLP | Jefferson Park Community Center Gym | WC483 | 2,463,000 | Jun-03 |
| | **TOTAL** | | **11,284,000** | |

**F. PROJECT OBJECTIVES**

[2] *North Beacon Hill Action Plan Phase II*, North Beacon Hill Council
[3] *North Beacon Hill Action Plan Phase II*, North Beacon Hill Council
[4] *Goals and Policies for Jefferson Park - North Beacon Hill Neighborhood Plan, Comprehensive Plan, (Amended)*, North Beacon Hill Council

[5] *Goals and Policies for Jefferson Park - North Beacon Hill Neighborhood Plan, Comprehensive Plan, (Amended)*, North Beacon Hill Council

**1. Park Vision -** *The park vision is intended to be an organizing principle to give meaning and coherence to the park.* [6]

***a.*** Jefferson Park will be a place of great beauty that welcomes members of the neighborhood, city, and visitors with a mixture of quiet spaces and active facilities, where community interaction is encouraged.
***b.*** Celebrate the cultural and ethnic diversity of the Beacon Hill neighborhood.
***c.*** Respect and respond to the traditions of the Olmsted legacy.
***d.*** Build upon the best physical characteristics of the site, especially the views.

**2. Park Goals -** *Park goals are derived from the park vision.*

***a.*** Take advantage of the views, topographic changes, and property gained from retirement of the north reservoir.
***b.*** Improve ease of access from the surrounding neighborhood to the park.
***c.*** Integrate the park and the neighborhood, while fostering the contrast.
***d.*** Improve and increase accessibility to park spaces and activities.
***e.*** Provide opportunities for people to express their cultural traditions and ethnic background.
***f.*** Balance local and regional use.
***g.*** Provide viewpoints with well-defined views of downtown, Elliott Bay and the Olympic Mountains.
***h.*** Create a sense of seclusion, revelation, spaciousness, mystery and excitement.
***i.*** Provide places for restoration and relaxation.
***j.*** Provide opportunities for a balanced mix of programmed and unprogrammed activities.
***k.*** Provide a variety of sports facilities.
***l.*** Connect the spaces of the park with a network of trails.
***m.*** Provide buildings and art that support the park vision and are subordinated to the landscape design.

**3. Project Goals** *(Project goals are derived from Park Goals.)*

***a***. Understanding of the Setting (neighborhood identity, setting, existing buildings, community needs)
***b.*** Economy - Design and construction aimed at the "most for the least", making improvements count for their inherent value for the money spent.
***c.*** Flexibility - Spaces designed to accommodate a variety of programs.
***d.*** Durability - Knowing the heavy use, provide finishes and furnishings that are attractive but resilient to use or even abuse.
***e.*** Security - Designs and furnishings that assure comfortable levels of personal safety, within the interior, to and from parking and public transportation.

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[6] *Jefferson Park Site planning: Planning Report*, (*Park Vision*) p.9, The Portico Group, January 9, 2002

***f.*** Environmentally Sustainable Architecture - Where feasible, design and equip the building to include environmentally sensitive features.

**4. Values to be upheld in this project include:**

***a. Community***
*i*. Community discussions; meetings and workshops on future planning
*ii*. Community work parties, sponsorship, and celebration
*iii*. Collaboration with, support for and encouragement of local neighborhood organizations
*iv*. Intergenerational and family involvement and activities in the design and where feasible, certain aspects of construction, such as artistic or cultural expression
*v*. Participation of school children in planning and, where feasible the construction
*vi*. Coordination with other government agencies with regional interests
***b. Conservation*** - Restoration and conservation of native plants adjacent to the community center
***c. Recreation***
*i*. Year-round access
*ii*. New sources of recreation (sports programs, meetings, large gatherings, dances)
***d. Universal Accessibility*** - ADA access is a minimum level of access.
***e. Economy*** - Economical building components with long expected life under high wear conditions
***f. Safety*** - Active spaces to be monitored preferably with line-of-sight relation to the Community Center offices or entry counter.
***g. Artistic and Cultural Legacies*** - Make cultural expressions, typically reflected in art, design features or details. At this time, no specific art works are envisioned for this addition. The Design Team is however encouraged to suggest cultural or artistic expressions in the architecture that distinguishes the Beacon Hill neighborhood. Coordination of art by the Seattle Arts Commission is being planned for the Jefferson Park site as a whole.

**5. Outcomes to be achieved by this project include:**
***a.*** Active recreation, year-round
***b.*** Accessible
***c.*** Flexible programming opportunity

## II. SCOPE

**A. PROJECT GOAL STATEMENT -** Construct a community center gym and associated support spaces, according to the Jefferson Park Plan, physical constraints of the site, with a community consensus, per City Code and Park standards, within the budget of $2,463,000 and by the end of 2003.

**B. PROJECT ELEMENTS *(required for this project)***

**1. Layout**

***a. Park Plan Consideration*** - The schematic design for this project shall consider community center gym location in coordination with the Jefferson Park Master Plan and it's subsequent development phases for the community center and other future site improvements. These phases include a new community center and a second gym, all coordinated with other site elements such as a new play area, tennis courts, basketball courts, parking and pedestrian paths and vistas.[7] The design will include path connections to the Jefferson Promenade, linking the community center with other portions of the park, per the Jefferson Park Master Plan[8]. Though no funding currently exits, the Master Plan envisions replacement of the existing community center in the near future. Therefor, improvements not related to the gym extension are not included in this project.

***b. Gym -*** Construct a gym with ideal dimensions of 74' x 97' (7,178 square feet) and minimum dimensions of 68' x 97' (6,596). The sizes will accommodate a Park standard basketball court and other game courts and multiple uses. See Attachment C-1: Jefferson CC Gym: Summary of Desired Furnishings, and Fixtures and Attachment C-2 : Summary of Budgeted Vs Ideal Spaces.

***c. Miscellaneous Spaces***

*i. Foyer/Entry* - Provide modifications of the existing Community Center entry and west side, e.g. through the Game Room, to create a suitable interior passageway to the new gym.

*ii. Support Spaces* - Provide utilities control, HVAC spaces and storage in support of the gym. Staff desires an increase in storage space beyond the normal 400 sf normally allocated in support of gyms. This added amount would partly be used to offset current storage shortages for tables and chairs in the community center multipurpose room. In addition, it would also be used to provide room to store tables and chairs for the new gym.

***d. Toileting (restrooms, showers, comfort stations, and single-use) -*** This element's first priority is to construct restrooms that support gym operation. Three toilets and three lavatories for women, two toilets, two urinals and two lavatories (lavs) for men are the expected Code minimum. Parks also desires some limited showering on a single-use basis. Ideally the showering functions should be combined with a toilet and lav, all ADA accessible. Although not a Code requirement, this combined single-use toilet/shower can serve provide opposite gender care providers/care receivers, ADA access or families, coaches, referees, instructors or staff needing privacy for showering, changing and toileting. Finally, as a lesser priority, provide comfort stations as part of the gym addition. *Comfort station* is the term used by Parks to define restrooms for outside access and in support of outside recreation. This facility would support those engaged in nearby recreation such as at the tennis and basketball courts and the play area. These comfort stations serve primarily outside users and they can remain open regardless of community center operating hours. With additional doors from the interior, and by locking the exterior doors, this toilet area could augment the community center and gym restrooms when large gatherings are scheduled in the gym. Note however that the Department has had security problems in the past from vandals who have gained access to a

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[7] *Jefferson Park Site Planning*, ((Park Design Elements) p.10, The Portico Group, January 9, 2002

[8] *Jefferson Park Site Planning*, (Jefferson Promenade), p.14, The Portico Group, January 9, 2002

community center through such a locked door to the interior. Careful consideration must be given to minimize the potential for breaking into the community center through such a door.
***e. Parking*** - Provide parking spaces for the gym, per City Land Use Code (SMC 23.54.015 Chart A). Larger vehicle spaces, to nine feet in width, are preferred over the eight-foot wide spaces installed on more recent Park community centers. Exterior lighting will be included along with a drop-off/pickup area and access paths to the community center. The path will be developed per ADA regulations that require avoiding shared use of pedestrian routes with vehicle parking and circulation areas.[9] The lot design shall also consider future parking requirements for a new community center as well as the current off-street parking deficit for the existing community center. The City Code, budget and site plan are the greatest determinants of the parking size and layout. Preliminary estimates indicate that a minimum of thirteen (13) spaces will be required. However, the community desires to maximize off-street parking to an estimated 26 cars which appears to fit the current open space to the south of the community center. The 26 spaces also happen to be the Code minimum required to serve a square foot occupancy of the gym and community center - 14,000 square feet.
***f. Landscape Improvement*** **-** Provide landscaping, including automatic irrigation, to improve the natural area along the edges of construction, especially on the south and west of the new gym. Additional Jefferson Park site improvements, such as new basketball courts, tennis courts and a new play area may be considered by Parks to augment this project or immediately precede the gym expansion.

**2. Desired Use -** The gym is seen as the large multi-purpose space within the community center. It will be designed for basketball, volleyball, pickleball and badminton court sports. But it will also serve the community for dances, classes meetings and gatherings. Support spaces are to include restrooms, showers, storage, mechanical room space, entryways (through the community center) and off-street parking.

**3. Relation to Other Spaces -** Ideally the gym should be located at the adjacent west side of the existing community center. This will allow staff, at the community center lobby counter, a good view of the gym entry and quick access through the southern portion of what is now the *Game Room*. This room is an important section of the existing community center and staff would like to minimize or better still, recover any loss of Game Room space.

## E. DESIGN ISSUES[10]

**1. Coordination -** This work must be coordinated with a number of future projects listed in the Jefferson Park Site Plan, also known as the Jefferson Park Master Plan. These include the play area, basketball court, tennis court relocation, development of the north reservoir site,

[9] *Seattle UBC* (adopted WAC 51-40-1107, Section 1107, Parking Facilities
[10] *Key Issues - Jefferson Community Center*:1999 Community Center Levy Program, September 26, 1999

community center parking, SPU issues related to the water lines and covered reservoirs, and proposed community center major maintenance projects (water service and roofing).

**2. Landmark -** The site is an Olmsted-designed park but it is not considered a landmark. As such, no coordination is necessary with the Seattle Landmarks Board.

**3. Site Parameters -** Identify site features and conditions that may affect location of the building. These include current community center operational conditions (exits and ventilation), the basketball court, pedestrian access, construction access and staging, soils, SPU water lines and manifolds, other utilities.

## F. DESIGN CONSIDERATIONS

### 1. Lessons Learned from Recent Past Community Center Levy Projects[11]

***a. Natural Light -*** Introducing natural light in gyms can reduce dependence on electricity. But control of glare seen by players and heat gain must also be considered.
***b. Gym Storage -*** More storage with shelves is needed. More still is needed if tables and chairs are to be provided for the gym. Include 600 square feet for gym storage[12].
***c. Gym Walls -*** Concrete masonry unit (CMU) walls have leaked at several gyms, for reasons not clearly determined. See further discussion on page 11 of this document. Gym entries should be near corners.
***d. Gym Light Level*** - The recommended lighting level is 50 foot candles (fc) - Class III with a minimum of 22 feet mounting height and a minimum of 20 fixtures.[13] Sports lighting levels need to be separated from other use levels. Dimming, split switching, portable or auxiliary lighting can accomplish this. High Intensity Discharge (HID) fixtures, metal halide (MH) and High Pressure Sodium (HPS), cannot be dimmed except through costly controls, and dimming causes premature failure of the halide lamps. If feasible, use natural light in combination with artificial light. A mix of warmer-colored HPS and white MH might also be considered to create a less harsh gym sports lighting environment.
***e. Parking*** - Citizens complained about the small eight feet wide parking spaces. Larger, full-size vehicle spaces of nine feet in width are desirable. Note that SPU's large thirty-inch water line is buried just south of the existing community center and beneath where the new parking lot is to be constructed.
***f. HVAC*** - Ventilation systems are too noisy, both from the ducts and diffusers.
***g. Exterior Lighting*** - Building exterior lighting is needed for security purposes.

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[11] *1991 Community Center Levy Facility Program (Delridge, Garfield, Bitterlake, Meadowbrook and Rainier)*, [Gymnasium] pp. 3-32-5-32, October 16, 1992
*1991 Community Center Levy Projects: Maintenance and Operations Review Comments*, September 27, 2000
[12] Review comments from Parks staff were that original 400 SF gym storage size in the Levy projects was too small.
[13] *Recommended Practices for Sports and Recreational Area Lighting* (RP-6-88), Section 5.4 (Basketball) and Section 5.19 (Volleyball), Illuminating Society of North America

***h. Comfort Stations -*** Single-use restrooms built into the community center/gyms have security problems. These comfort stations, recently built at Miller and Delridge CC, are left open only during operating hours for the community center. Illegal or illicit activity, plus personal security are concerns that have been addressed by closure. For Miller these comfort stations remain open until only 9 PM while the playfields are scheduled for play until 11 PM. Problems have also occurred in the interior restrooms where vandals have managed to break doors to the community center. These problems suggest some increased level of security or entry/exit monitoring. Single-use restrooms are best controlled when accessed from the building interior and when their entry can be monitored or controlled, via key, by staff.
***i. Gym*** - The standard 68'-wide x 97'-long size does not allow for spectator passage on both sides of the court. Expanding the width by six feet, an 8.8% increase in size, can correct this problem and it will allow for an ideal seating configuration of two portable 60-person rollaway bleachers sections, one on each side of the gym.

## 2. Other Design Considerations

***a.*** Building additions are to provide a 40-year minimum useful service life.
***b.*** The building will be designed for energy efficiency.
***c.*** Building systems and components will use Parks Standards for both inherent operating efficiencies and for efficient maintenance by Park staffs.
***d.*** Thirty years ago, schools had maple wood "sprung" wood floors and they carefully guarded them from abuse - hence the emergence of the "Sock Hop". Street shoes were forbidden on these floors because they could leave scuffmarks and grind small particles of sand into the smooth maple finish. However, it is apparent that a hardwood sports floor is the material of choice for the community. Therefor special considerations should be made for maintaining this $80,000 investment.[14] These wood floors are susceptible to movement with changes in moisture and humidity. Localized damage is another problem, from liquids spilled on the floor and allowed to penetrate the wood. Consider humidistat control of heating and ventilation to assure a moderate level of air temperature and humidity. Parks should, as part of the capital equipment purchases for this project, invest in a high-quality floor wet/dry vacuum/squeegee that can quickly suck up moisture spills. Also purchase a high-quality multi-speed buffer to remove scuffmarks and polish the floor. The Design Consultant should include in the building's furnishings installation of commercial-grade interior walk-off mats and interior walk-off grates built in to transition plates at the gym door thresholds. Parks should also include in the capital equipment chair carts to minimize dragging chairs across the floor and chairs whose feet do not easily scratch or scuff the floor. And finally, Parks South Division should provide wood floor care maintenance training and equipment through Facilities Maintenance Paint Shop (Floor Crew) and the wood floor vendor. When choosing among wood floor patterns, consider installing a small slat floor system for a multi-purpose use of a gym. These slats offer a better chance to resist moisture damage than longer more traditional

[14] Construction costs are in excess of $11/ square foot for a Maplewood sports floor.

floor planks.[15] Use no high-pressure manufactured wood systems and minimize metal fasteners, especially any that might penetrate the vapor barrier.

***e. Roof -*** If a low-sloped roof consider multi-ply SBS (Styrene Butadiene Styrene) polymer-modified reinforcement bitumen system with a cap sheet or emulsion-coating topcoat. Thermoset materials such as EPDM and CSPE (Hypalon™) are no longer acceptable to Parks. Use National Roofing Contractors Association (NRCA) Guidelines for all details.

If a steep-sloped roof use a standing seam metal assembly with oversize gutters and downspouts. If HVAC is to be rooftop mounted on a low-sloped roof, cover the equipment with a "penthouse" structure to protect it from weather and ensure no leaks occur at roof penetrations. Roofing gutter and drip edge flashing details must avoid water from flowing down masonry walls and wind-driven rain or capillary action from pushed or wicking water up under edge flashing or roof edges. The Design Consultant should consider including a roofing consultant on the Design Team. One of two local roofing experts is recommended; either *Ray Wetherholt & Associates* or *Building Envelope Technology & Research*, to advise the Team on appropriate roof systems and design details; to review design documents for roofing and waterproofing and inspect roofing installation at critical phases, all to assure quality control.

***f. Exterior Finishes*** - Parks has had significant chronic and periodic leaks in gyms at several community centers. The reasons are not easily apparent and there are multiple and often interconnected causes. Porous masonry units, controlled wall movement and roof edge details are most common suspects. Carefully consider waterproofing capability of, wall reinforcement, masonry application, expansion and control joints, roofing edge detail, drainage and exterior water repellant treatment. One result of leaking gym walls has been warping or buckling the wood gym floor.

***g. Interior Finishes*** - Ceiling and wall finishes should be capable of withstanding thrown or kicked balls. Acoustical wall and ceiling treatment is important to dampen sound.

***h. Lighting -*** Consider multi-stage lighting to accommodate different uses, e.g. games, gatherings, maintenance.

***i. Heating and Ventilation -*** The existing community center is heated with a gas-fired boiler. According to Parks HVAC Shop, the boiler has barely enough capacity to serve the existing building and the boiler room is too small to accommodate a new boiler. A new boiler with hot water coils in ducts or a packaged gas heating and air handling system is recommended for the new gym. This can be either mounted alongside the building or on the roof. The Consultant should also evaluate the existing community center boiler room to determine whether or not it could be replaced with a new larger single boiler to heat both old and new spaces, a total of about 16,000 square feet. If use of the existing boiler room imposes physical or Code restrictions that make its use impossible, consideration space around the building or rooftop mounting of a packaged gas forced air system. If located on the roof, enclosing the unit or units in a small penthouse, which will protect the HVAC system from the weather and ensure no leaks through the duct penetrations through the roof and into the gym below. Ease of maintenance access to the penthouse would is required.

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[15] Conversation with Dick Ferry, owner, *Western Hardwood Floors*, , (206) 367-3717

Interior air quality is an important consideration. Players in the gym must feel active air movement to be satisfied that an adequate level of ventilation, otherwise they tend to prop open the exit doors for added ventilation. [This is not a recommended practice.]

***j. Utilities*** - New utilities services may be needed for this project, e.g. electrical, gas, water, sewage and storm drainage. The Design Team should consider the economy of accommodating future expansion, per the Master Plan. Value Engineering evaluations should be made to determine what levels of utilities upgrade are best made at one time, e.g. as part of this project, or in stages as other building and site improvements are funded and constructed.

***k. Community Center Refurbishment*** **-** Although the community anticipates replacement of the old community center with a new one, funding may not occur in the near future. Yet heavy programming continues. Appearance of the existing spaces should not be overlooked, and some level of refurbishment and major maintenance needs to be considered in the next CIP. Ideally, such work should coincide with this project so that when the new gym opens, the public will also enjoy some level of upgrade in the old community center spaces, to mitigate the contrast of the new spaces and sustain a continued desire for use of the existing. Floor and wall refinishing, lighting upgrades, and new furnishings such as furniture, are the most obvious upgrades that can enhance the appearance of existing spaces.

**3. Sustainable Building Design** - This project was not funded at a level that would allow full design and construction according to the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED) guidelines, which were adopted after the 1999 Community Center Levy. These require a design effort to achieve a "Silver Rating". Nevertheless, the Design Team shall make a best effort to integrate Sustainable Building Design standards in this project and budget. [16] The City may also consider additional funding provided for this work by the City's Office of Sustainability. [17] This would alter the Design Team's scope of services and the direction of design would be focused more sharply at attaining the LEED Silver rating goal.

## G. CONSTRUCTION IMPACTS

**1. SPU Water Lines -** The new gym's proposed location appears close to if not over the existing SPU water line to the reservoirs. Coordination of the building footprint with the water line must be a key consideration during the early design phase. Park's desire is to avoid conflict and any costly revision of this major water line.

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[16] For LEED rating system see www.usgbc.org

[17] On February 22, 2000, the Seattle City Council resolved the following: *It shall be the policy of the City of Seattle to finance, plan, design, construct, manage, renovate, maintain and decommission its facilities and buildings to be sustainable. This applies to new construction and major remodels in which the total project square footage meets the criteria given. The US Green Building Council's LEED (Leadership in Energy and Environmental Design) rating system and accompanying Reference Guide shall be used as a design and measurement tool to determine what constitutes sustainable building by national standards. All facilities and buildings over 5,000 gross square feet of occupied space shall meet a minimum LEED Silver rating. Project managers and design teams are encourage to apply the portions of the LEED rating system which make sense for their project, and seek out other project goals that increase the environmental, social and economic benefits of the project.*

**2. Community Center Operation -** The Community Center will remain open during construction. Construction access should be considered using a new route south of the Community Center at Beacon Avenue South. Note that Street Use Permit and SPU permission will be required at this south access. The small driveway (twelve and one-half feet wide) and parking lot and basketball court on the west side of the building may also be considered during construction. Additional staging northwest and southwest of the community center may also be considered. Note that staging areas west of the community center must also provide pedestrian access to the tennis courts and the community center from the southwest and northwest. Note also that the Community Center exits, from the main level and from the basement, will be affected during construction, as well as basement ventilation. Temporary modifications must be provided so that these spaces can continue operation during construction.

**3. Construction Practices and Water Quality -** Chemical pollution of Seattle surface water is a serious issue to be emphasized in every construction project. The City and Department tolerate no amount of construction-related cleaning or dumping that places liquid or solid effluent or rinsing in or onto the park landscape, water systems, pavement, natural area or into the street or park storm system, or any trash receptacle. Any changes to the pH or releases of potentially toxic chemical compounds that can enter into and contaminate a nearby water source or storm drain will be treated as a possible violation of City, County and State regulations. Investigation and enforcement may lead to significant fines, cleanup costs and censure, even for minor infractions. In many cases, interested and watchful citizens are available to initiate inquiry, inspection and enforcement. And if water quality enforcement follows, agencies will seek not only to carry out the full measure of redress but will also demand that preventive measures be enacted to assure no future carelessness occurs. Embarrassment and a fine are the small side effects of a contractor's poor judgement. Additional regulatory oversight and potential loss of future public work is the larger impact that could be felt by contractors whose employees or subcontractors are unmindful of this "zero tolerance" policy for protecting water quality. More information is available by contacting Jodi Rickabaugh, Senior Environmental Analyst, Engineering & Design Section, P&D Division, at (206) 684-7292.

## III. SCHEDULE

♦**Design Program** March, 2002
South Core review + Steering Committee approval of PIP
(Note: SEPA Scoping in progress)

♦**Schematic Design** June, 2002 **Public Meeting (1 of 2)**
(Choose among alternatives, prioritize, balance budget)-PAT, South Core,
Design Commission Review, SEPA FEIS, Land Use Permitting (MUP)

♦**Design Development** ═══ September, 2002 **Public Meeting (2 of 2)**
(Choose materials, equipment, furnishings, balance budget)-PAT, South Core, Design Commission Review

♦**Construction Documents** ═══ November, 2002
(80% CD's)-PAT, South Core, Design Commission Review
(99% CD's) - PAT, South Core, Construction Permits

♦**Public Work Bid & Award** ═══ December, 2003

♦**Begin Construction** ═══ January, 2003
Groundbreaking

♦**End Construction** ═══ September, 2003 Opening

♦**Closeout** ═══ October, 2003

**IV. BUDGET -** The total authorized budget for this Community Center Levy Fund project is $2,463,000. Of this amount, $1,600,000 is anticipated for construction and $863,000 is budgeted for associated costs, including: design costs, project management, planning, permits, environmental and land use review, surveying, City Public Works bidding and administration, sales taxes, design review, public affairs, construction inspection, construction contingency and project closeout.

## V. REVIEW PROCESS

### A. PUBLIC INVOLVEMENT

**1. Project Summary -** Construct a community center gym and associated support spaces, according to the Jefferson Park Plan, physical constraints of the site, with a community consensus, per City Code and Park standards, within the budget of $2,463,000 and by the end of 2003.

**2. Coordination and Key Organizations**

***a. Community -*** Jefferson Park PAT, Jefferson Park Alliance, North Beacon Hill Community Council, Jefferson Community Center Advisory Council, Friends of Seattle's Olmsted Parks, Beacon Hill Chamber of Commerce, Mercer School PTSA Adult, Mercer School PTSA Student, Seattle Golf Volunteer Board of Directors, and the Jefferson Park Lawn Bowling Club.
***b. Agencies*** - Included are: Seattle Transportation Department (Transportation), Seattle Public Utilities (SPU), Seattle School District (Asa Mercer Middle School and Kimball Elementary School), Veterans Administration Medical Center (VMC), Department of Neighborhoods (DON) SE Development Manager, and Seattle Golf.

***c. Mailers -*** A mailing list is in place from previous meetings.

**3. Public Involvement Plan**

***a. PAT/ NO PAT -*** A new PAT is being been formed for this gym addition.

***b. Ongoing Notification***
*i. Project Signs* - Install at least one sign, to be located at the Community Center entry.
*ii. WEB Notice - yes* - See www.cityof*seattle.net/parks/parkspaces/jefferso.htm*
*iii. Minority Communities and Translation Needs* - Cantonese, Vietnamese and Spanish for written materials and meetings.
***c. Planning***
*i. Public Involvement Objectives* - Brief the public on scope and construction impacts.
*ii. Target Audiences* - SE Seattle, North Beacon Hill neighborhood, schools, VMC,
*iii. Key Activities* - Public meetings: #1 - June 2002; #2 September 2002.

**C. TECHNICAL REVIEW**

**1. Permits**

***a. Construction*** - The full range of permits is required, e.g. building, electrical, structural, energy/electrical, plumbing, mechanical, demolition, grading & drainage, and sanitary sewer.
***b. Street Use -*** A Street Use permit from SeaTran will be required if construction involves or uses as construction access, the street right-of-way.
***c. Environmental and Land Use -*** The project does alter, in scale at least, the property use and the environment. Therefor an environmental review is needed. SEPA (State Environmental Protection Act) and City Land Use permit reviews are to be part of the overall SEPA process for the Jefferson Park Master Plan. This will culminate in a Final Environmental Impact Statement (FEIS) and City Council approval of the EIS Master Plan and any required amendment of the Land Use Permit for the Community Center.
***d. Drainage -*** Site and parking lot drainage is part of this project. The City has recently enacted a number of regulations, which are now in effect. These are found in the *Stormwater, Grading & Drainage Control Code* (SMC 22.800). This includes four separate sections: Volume 1: *Source Control Technical Requirements Manual*; Volume 2: *Construction Stormwater Control Technical Requirements Manual*; Volume 3: *Flow Control Technical Requirements Manual*; and Volume 4: *Stormwater Treatment Technical Requirements Manual*.
***e. Environmental Management System Project Information Form (PIF) -*** This is a new internal checklist to be completed for all capital projects. It will be used to determine any potential or probable liability related to the construction site. For a draft form copy, call Jodi Rickabaugh at 684-7292. The Project Manager is responsible for completing this checklist and submitted it before the start of design to Jodi Rickabaugh, Environmental Services Unit, Engineering & Design Section, Planning & Development Division.

**2. Park Design Standards -** *Standard Guidelines for Community Centers V2*, January 9 2002, offers guidelines for materials that are attractive, convenient, sturdy, safe and easily maintained. In applying these standards, Parks provides the public with some level of continuity in the critical components from building to building without compromising unique design features. In addition, the Department has a number of other standard guidelines and details, such as for comfort stations, that should be reviewed and integrated as appropriate into this design by the Consultant. For more information contact Mohan Khandekar at 684-7036.

**3. Master Plan Guidance -** The Jefferson Park Site Plan, a.k.a. *Jefferson Park Master Plan*, is in the review stage for ultimate approval by the Seattle City Council. This project shall adhere to that plan, anticipating final adoption of the plan later this year.

**D. PROPERTY ISSUES -** Property associated with this project is under the jurisdiction of SPU, which has a long-standing Use Management agreement with Parks. This should be evaluated and SPU notified of this project and the likely impacts on SPU.

**E. COORDINATION -** Close coordination will be necessary with SPU since the large water line to the reservoirs lies close to if not inside the area considered for a new gym.

Prepared by: Kevin Crouthamel, Project Planner

**PROJECT TEAM**: Cheryl Fraser, Don Bullard (Project Manager), Randy Smith (Jefferson CC Recreation Coordinator), and John Marshall (Parks Architect)

**SOUTH CORE** (normal distribution, SE Sector) Tim Motzer, Christopher Williams, Cheryl Fraser, Richard Frith, John Marshall, Joe Neiford, Rex Allen and Al Foss.

**REVIEWERS FOR CORE PRESENTATION**

SOUTH
Cheryl Fraser - SE Mgr. - 684-8016 [South CORE]
Christopher Williams - South Director - 684-4135 [South CORE]
Josef Green - South Central District - 386-1897
Randy Smith - Jefferson CC Coordinator - 684-7481
CITYWIDE
John Mallon - CW Golf Programs - 684-7497
PLANNING & DEVELOPMENT
Michael Shiosaki - Pro Parks Mgr.- 615-0823
Jodi Rickabaugh - Environmental Services - 684-7292
Marrell Livesay - Env. Services (soils & water) - 684-7133
Don Bullard - Project Management - 684-7158
John Marshall - Architect - 684-7037 [South CORE]
Rex Allen - Construction Mgr. - 684-7034 [South CORE]
Tim Motzer - South Core Facilitator - 684-7060 [South CORE]
Joe Neiford - Landscape Architect - 684-4119 [South CORE]
Richard Frith - Real Property Agent - 684-0767 [South CORE]
FACILITIES MAINTENANCE
Steve Gracy - Electrical Shop - 684-7182
Ed Jackson and Cindy Lund - Plumbing Shop - 684-7070
Kip Collard - HVAC Shop - 684-7166
Chris Reed - Paint Shop - 684-7071
Paul Wilkinson - Carpentry Shop - 386-1961
Melinda Nichols - Facility Maintenance Mgr. - 684-7264
Al Foss - Maint Serv. Sup. - 684-0997 [South CORE]

**Citywide/South Core Approval - March 19, 2002 Project Steering Approval_____**

**Attachment C:1**

**JEFFERSON CC GYM - SUMMARY OF SPACES, FURNISHINGS & FIXTURES**

| | Ceilings | Walls | Floors | Lights | HVAC | Fixtures |
|---|---|---|---|---|---|---|
| **GYM** | light, impact resistant | light, impact resistant | wood sports floor | HID & variable level | gas, a/c optional | |
| **Ideal- 74' x 97' = 7,178 sf** | acoustical, sound attenuating material | acoustical, sound attenuating | Include vapor barrier. | | low noise ducts | |
| **Minimum - 68' x 97' = 6,596 sf** | | Some ambient light is ok but no glare | Include HVAC humidistat | | low noise diffusers | |
| | | or excess heat | | | | |
| **Sports Fixtures** | 20-28 metal halide lights (50 fc) | 6 runout wall mats behind hoops | game lines, BB, PB, VB | | | 6 hoops, power operated |
| | consider separate circuits/banks for reduced light levels when combined w natural light | | reinforced floor sockets for posts | | | curtain divider, powered |
| | also consider auxiliary lights for gatherings | | power squeegee, 2 stage buffer | | | |
| | | | ext. walkoff grates/int.w.o. | | | |
| **Sports Equipment** | | clock | roll-away | | | |
| | | public address and intercom | nets and posts (PB,VB) | | | |
| | | exercise & dance music system | scorer's table, walkway mats | | | |
| | | | gymnastics mats, apparatus | | | |
| | | | portable play, exercise | | | |
| **Storage for sports - 600 sf** | | double doors, w. shelving/bins | | | | |
| **Gatherings, dances and etc.** | speakers for musical events, power | speakers for musical events, power | tables & chairs, floor power outlets | multi-switch 250W/400W HID or | capable of serving occupancy of 250 | |
| | lights, capable of dimming | | portable staging (e.g.18" x 12' x 15') | aux. dimmable incandescent | | |
| **Storage for tables/chairs - 600 sf** | | dbl doors, protective plyw'd wainscoting | | | | roll-in/out racks and carts |
| **Security** | | surveillance cameras | | exterior HID, full cutoff security | | |
| **Life Safety** | fire sprinkler system | alarms & exit ways | | emergency pathway | | exit signs & door panic hardware |

| | | | | | | |
|---|---|---|---|---|---|---|
| **Control/Mech Room** | | | | | | |
| **TOILETING** (min spaces) | | | | | | All have baby-changing table & hot |
| **Restroom for gym* - 250 sf** | light, bright appearance | light, tile wainscoting | tile, floor drains, tile base | fluorescent (fc level per code) | heated and | Men[2toilets+2urinals+2 lavs] (1 ea. ADA) |
| **Single Use Restroom - 100 sf** [2 ea. is ideal] | light, bright appearance | light, tile wainscoting | tile, floor drains, tile base | fluorescent (fc level per code) | heated and | 1toilet, 1lav, 1 shower |
| **Comfort station - 250 sf** | light, bright appearance | light, smooth walls | tile, floor drains, tile base | fluorescent (fc level per code) | heated and | Women[3toilets+3 lavs] (1 ea. ADA) |
| **Storage cust & sink - 40 sf** | | | | | | |
| **PARKING** | asphalt paved, striped, angle | | | lighted, MH, full cutoff | | |
| **Lot**** | 13 full spaces (@ 300 sf /space min) - 26 ideal | | | include pathway lights | | |
| access] | | | | | | |
| **Path/walkway connection** | convenient access to CC entry, lighted | | | | | |

**SMC 23.54.015 (550 Sf occ space/pkg.space)

*Standard Guidelines for Communi* assageways not includec * Max occ @ 250 persons- st = 4,200 sf for 14 ot for 26 w. D.O. = 7,800 sf

## Attachment C-2

## SUMMARY OF BUDGETED vs IDEAL BUILDING SPACE

| SPACE | BUDGETED AMOUNT square feet | IDEAL AMOUNT square feet |
|---|---|---|
| Gym [72' x 97' vs 74' x 97'] | 7,000 | 7,178 |
| Toilets & Showers | 700 | 1,000 |
| Gym Storage/Mechanical | 500 | 1,200 |
| Foyer/Office | 700 | 700 |
| TOTAL | 8,900 | 10,078 |

[This ideal SF exceeds the budget by 13%]

| | Spaces | square feet | Spaces | square feet |
|---|---|---|---|---|
| Parking | | | | |
| 1. Assume 450 sf/space w. "drop/p.u." area. | 13 | 5,850 | 26 | 11,700 This sf amount appears to be a |
| 2. Assume gym parking req. based on 550 sf/occ space (gym) | | | | maximum use of available space. |